



HAMPDEN TOWN COUNCIL WORKSHOP
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

JUNE 14, 2021

6:00 P.M.

- A. CALL TO ORDER
- B. UNFINISHED BUSINESS
- C. NEW BUSINESS
 - a. Discussion on Axiom Broadband, *requested by Amy Ryder Economic Development Director.*
 - b. Discussion on doing a ridership study on BACTS.
 - c. Discussion on peg channel access and use, *requested by Terri McAvoy.*
 - d. Discussion on the Transfer Station.
 - e. Discussion on policy direction for the rural zone.
- D. ADJOURNMENT

Note: Council will take a five-minute recess at 8:00 p.m.

FOR THOSE THAT WISH TO PARTICIPATE IN THE
REMOTE HAMPDEN COUNCIL WORKSHOP ON
JUNE 14, 2021 AT 6:00 PM YOU MAY PHONE
IN USING THE FOLLOWING NUMBER
(FOLLOWED BY THE PIN #)

1-601-869-6296 773 450 507#

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO
TO THIS URL: [https://meet.google.com/
qgv-hhsy-oem?hs=122&authuser=0](https://meet.google.com/qgv-hhsy-oem?hs=122&authuser=0) AND JOIN
US THAT WAY

**INSTRUCTIONS ARE POSTED WITH THE AGENDA
AND SEPARATELY ON THE TOWN CALENDAR AT
WWW.HAMPDENMAINE.GOV**

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar Invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en



C-a

Town of Hampden
Economic Development

MEMORANDUM

To: Town Council

From: Amy Ryder, Economic Development Director

Date: June 9, 2021

RE: Axiom Broadband

In 2018 we entered in to Phase I with Axiom internet provider to supply the entire town of Hampden with faster, more reliable internet through a fiber optic system. After reviewing and discussing with council in September 2020, it was encouraged to move forward with the project considering the environment we are all in (COVID/remote learning and work) to better serve current and future residents of Hampden.

We have now entered in to Phase II, the planning phase, have been rewarded \$5000.00 in grant funding from the ConnectME authority to continue to Phase II to assist in community involvement and education. The support from the community thus far has been outstanding and expected to continue to grow with tiered educational mailings, broadband committee, and media outreach.

Attached you will review a report from Axiom that describes a review of the system, and our options of serving the entire town.

It would be my desire to have the full support of council for bond request in August, so the public could vote in November. This would allow construction as soon as spring of 2023.

I have reached out to other internet service providers, TDS, SPECTRUM AND UNITEL and none of which can/will do it or have shown serious interest in providing fiber to Hampden.

I look forward to discussing the project further.

Thank you,

Amy Ryder

THE AXIOM MODEL- Hampden

Axiom is operating or is set to operate several municipally owned or privately funded networks in Maine. The benefit of this model is that municipalities retain ownership and therefore operational oversight of the network. This feature allows a much more collaborative approach with the Internet Service Provider where the goals of the ISP and the community are aligned, and success is mutually beneficial. This model corrects the inequity that has been created by DSL and co-axial cable technology by providing the same world class connectivity and reliability to every home and business in the community. Because it is community driven (owned by Town) and will have superior service to current providers, the formula that this model offers can be very successful- and likely not raise taxes, paying for itself and producing surplus revenues in the future years.

Ownership- Benefits of Municipally owned

There are several elements that are important to this model that the Broadband Committee and the Town should consider.

Municipally owned

- If the network is owned by the community, a new law **exempts you from utility pole make ready cost** in areas with less than 25/3Mbps a potential for savings off the cost of the construction
- Town would fully control the asset, and would have leverage over Axiom, as the operator- examples in other partnership agreements include:
 - **Negotiate Service Agreements** that can specify hours of technical support operations, network monitoring and service standards
 - Work closely with Axiom to find funding to **create an Affordability Fund**, to support disadvantaged families
 - Work together to **discuss various pricing models**
 - Axiom's model would **return a percentage of revenue back to the town** to support the bond payback with **no new taxes** needed to help construct the system (more in other section of this response)
- Town must be willing to fund with low-cost capital
 - Our model is **based on a municipal bond**- the lowest cost interest rates available
 - Other communities have considered low-cost bank financing, but our experience is the cost of bonding is extremely low and beats even the best bank finance option, that said, the numbers are encouraging and might support a bank interest rate depending on the cost of that money
- Town must be willing to **enter into a partnership agreement with Axiom** to provide exclusive service over the network under a long-term contract, typically 12 years, with a kick-out clause every 3 years, or at any time Axiom fails to meet its obligations.
 - This ensures a robust payback of the bond, with no tax dollars needed, over the 20-year term of the bond
 - In exchange for exclusive operating rights on the system, Axiom would provide a per customer payback to the town to support the full cost of the bond payments

Obligations of each party

Municipal responsibilities

- Own and insure the main backbone and fiber equipment (est. yearly cost of \$10,000-\$15,000) or Axiom can insure on behalf of the Town- likely at a lower cost
- Work closely with ISP on marketing efforts and take rates
- Promote ISP and early commitments to the new system
- Commit to a long-term contract with the ISP to exclusively serve the community
- Develop and maintain expectations for ISP engagement and pricing for citizens

ISP responsibility

- Repair and maintain all fiber drop and home equipment at Axiom's cost
- Employ a local technician to support timely responses to customer issues
- Coordinate all operational and managerial responsibility for the system
- Return a per customer portion of revenue back to the community to service debt
- Maintain proper insurance as required of an ISP

Questions typically asked about municipally owned networks:

1. What are the risks?

- Subscribers are critical to the success. One risk is the estimated subscribers falls short.
 - Currently Axiom has modeled a 50% take rate in Year #1 of service- approximately 938 subscribers- converting the areas of non-Spectrum served areas should help reach this take rate significantly
 - We have priced the service very competitively
- During the year of construction, Town will owe bond payments, without subscriber revenue
 - Grants, American Rescue Funds, and other sources should eliminate this first-year cost
- Some residents may not be able to afford subscription fees
 - Axiom will work closely with the town to identify funding sources to reduce monthly subscription fees to needy families
 - Axiom has successfully attracted funding to establish a \$20,000 fund which we are using in Washington County now
- Cost of hookup after the initial construction year will be prohibitive
 - Axiom is working closely with a couple of towns to provide lower-cost hookup periods after construction is complete
 - Town could use surplus revenues in future years to defray some or all hook up costs
- Spectrum undercuts Axiom pricing and keeps a large portion of customers
 - First, we think this is very unlikely... however...
 - We would switch people to fiber and allow them to keep the same plan that they currently have with Spectrum internet, if Spectrum decides to offer a lower cost offering

Upfront Costs

- The objective is a project fully paid for by subscribers, not taxpayers
- Because Axiom will generate subscriber fees and use a portion of those fees to pay back the bond- the initial cost of the project is not the true cost- it's over 90% less
- The belief is that any "gaps" in the cost could be covered by grants, Rescue plan funds - to be determined.

Estimated construction cost: \$5,318,000
 15% of total cost in grant or mix of funds (\$750,000)
 Borrow amount (\$5M-\$500k)= \$4,568,000

Assumptions

- Cost of make ready reduced because this would be municipally owned- savings estimated at \$500,000
- Pole replacements are estimated and can flex lower or higher, potentially reducing the amount borrowed even further
- Drops to the home cost are determined at a 60% take rate- approximately 1125 potential customers
- You are eligible for a ConnectMaine grant in area not served by Spectrum that will reduce this estimate substantially- possibly beyond the 15% estimated reducing the cost of the bond to \$4.5M (ConnectMaine grant of \$750,000)
- Borrow \$4,500,000 for 20 years

Date	Principal	Rate	Interest	Total Payment	FY Total Bond payment	Revenue from Subscribers returned to Town	GAP (in red) or Surplus
05/1/2022			\$40,698.80	\$40,698.80			
11/1/2022	\$228,401.10	0.5500%	\$39,513.40	\$267,914.50	\$308,613.30	\$0	(\$308,613)
05/1/2023			\$38,885.30	\$38,885.30			
11/1/2023	\$228,401.10	0.5800%	\$38,885.30	\$267,286.40	\$306,171.70	\$309,540	\$3369
05/1/2024			\$38,222.93	\$38,222.93			
11/1/2024	\$228,401.10	0.6200%	\$38,222.93	\$266,624.03	\$304,846.96	\$333,960	\$29,114
05/1/2025			\$37,514.89	\$37,514.89			
11/1/2025	\$228,401.10	0.6800%	\$37,514.89	\$265,915.99	\$303,430.88	\$345,840	\$42,410
05/1/2026			\$36,738.32	\$36,738.32			
11/1/2026	\$228,401.10	0.7900%	\$36,738.32	\$265,139.42	\$301,877.74	\$358,050	\$56,173
05/1/2027			\$35,836.14	\$35,836.14			
11/1/2027	\$228,401.10	0.9300%	\$35,836.14	\$264,237.24	\$300,073.38	\$358,050	\$57,977
05/1/2028			\$34,774.07	\$34,774.07			
11/1/2028	\$228,401.10	1.0800%	\$34,774.07	\$263,175.17	\$297,949.24	\$358,050	\$60,101
05/1/2029			\$33,540.71	\$33,540.71			
11/1/2029	\$228,401.10	1.2300%	\$33,540.71	\$261,941.81	\$295,482.52	\$358,050	\$62,568
05/1/2030			\$32,136.04	\$32,136.04			
11/1/2030	\$228,401.10	1.3900%	\$32,136.04	\$260,537.14	\$292,673.18	\$358,050	\$65,377
05/1/2031			\$30,548.65	\$30,548.65			

11/1/2031	\$228,401.10	1.5200%	\$30,548.65	\$258,949.75	\$289,498.40	\$358,050	\$68,552
05/1/2032			\$28,812.80	\$28,812.80			
11/1/2032	\$228,401.10	1.8780%	\$28,812.80	\$257,213.90	\$286,026.70	\$358,050	\$72,024
05/1/2033			\$26,668.12	\$26,668.12			
11/1/2033	\$228,401.10	2.1350%	\$26,668.12	\$255,069.22	\$281,737.34	\$358,050	\$76,313
05/1/2034			\$24,229.94	\$24,229.94			
11/1/2034	\$228,401.10	2.3180%	\$24,229.94	\$252,631.04	\$276,860.98	\$358,050	\$81,190
05/1/2035			\$21,582.77	\$21,582.77			
11/1/2035	\$228,401.10	2.4470%	\$21,582.77	\$249,983.87	\$271,566.64	\$358,050	\$86,484
05/1/2036			\$18,788.28	\$18,788.28			
11/1/2036	\$228,401.10	2.5680%	\$18,788.28	\$247,189.38	\$265,977.66	\$358,050	\$92,073
05/1/2037			\$15,855.61	\$15,855.61			
11/1/2037	\$228,401.10	2.6750%	\$15,855.61	\$244,256.71	\$260,112.32	\$358,050	\$97,938
05/1/2038			\$12,800.75	\$12,800.75			
11/1/2038	\$228,401.10	2.7320%	\$12,800.75	\$241,201.85	\$254,002.60	\$358,050	\$104,048
05/1/2039			\$9,680.79	\$9,680.79			
11/1/2039	\$228,401.10	2.7840%	\$9,680.79	\$238,081.89	\$247,762.68	\$358,050	\$110,288
05/1/2040			\$6,501.44	\$6,501.44			
11/1/2040	\$228,401.10	2.8310%	\$6,501.44	\$234,902.54	\$241,403.98	\$358,050	\$116,647
05/1/2041			\$3,268.42	\$3,268.42			
11/1/2041	\$228,401.10	2.8620%	\$3,268.42	\$231,669.52	\$234,937.94	\$358,050	\$123,113
TOTALS	\$4,568,022.00		\$1,052,984.14	\$5,621,006.14			

Explanation of Chart

This chart is derived from the Maine Municipal Bond Bank calculator. The calculator allows you to input the amount you are expecting to borrow (\$4,568,000), the number of years (20) and the Town's fiscal year so that the payments correspond with town finances and expectation for payments.

The last three columns should be your focus. "FY Yearly bond payment" is the yearly borrowing cost of the bond. This is the payment that needs to be covered by the next column, which is the amount of subscriber revenue returned to the Town, to cover that payment.

The last column is the amount of deficit (Year 1 in RED) and the amounts of surplus that is returned above and beyond the amount needed to cover the bond debt payment.

In Year 1, when you borrow the money, no revenue would be derived because that is the year the system would be built. That is why that payment would not be covered. Because it is a relatively small amount, I believe that there would be funds that could be raised or applied for to cover that first-year gap.

Over the next 19 years, the payments create a total surplus of just shy of \$1.1M.

These are the funds that could be used to create an Affordability Fund, pay for equipment spares and replacement and insurance.

In essence, the system pays for itself and then some after Year 1 of construction and revenue is starting to be derived by subscribers- AND the Town owns the system.

Repayment Structure

Our repayment structure, which is in place and operational in other projects, provides for quarterly payments for year-round subscribers and a one-time bulk payment for all seasonal subscribers in June of each year (not sure you have many seasonal subscribers)

In this way, the town can expect a check from us in the following month of the Quarter for the previous 3 months of revenue collected. And once all seasonals have paid (they get billed in March for a May-October seasonal rate) we write a check for all seasonals in June once all revenue has been collected.

We would provide a list of customers, if requested, to match up the revenue return calculation and to check our work to ensure full payment is being received by the Town.

Repair Obligation

All repairs will be the responsibility of Axiom to coordinate and oversee. Axiom will repair all drops (lines from the utility pole to each home) and the customer premise equipment with no pass on cost to the Town.

For catastrophic repairs of the main trunk line, those types of issues are typically expensive and could trigger an insurance claim, whoever is holding this insurance would be responsible for the co-pay. It may be cheaper for Axiom to insure the system, but the responsibility of any claim would be on the owner. So, any co-pays (typically \$1000) would be passed on to the Town. However, surplus revenues will easily cover any insurance claim. If you would like Axiom to insure the system, we would need to work with you to determine the cost of that and where the responsibility for the co-pay/deductible would be. Certainly, with a little discussion, I believe we can come to a reasonable solution for both parties. The liability here is relatively small (\$1000 per claim).

Customer Service Offering

Our revenue modeling is based on these subscriber rates:

Year Round

50/50Mbps	\$59.99
100/100Mbps	\$79.99
500/500Mbps	\$149.99
1G/1G	\$199.99

Seasonal

50/50Mbps	\$50.99/ \$611.99 annually
100/100Mbps	\$67.99/ \$815.99 annually
500/500Mbps	\$127.49/ \$1529.99 annually

Seasonal service is fixed for 6 months from May 1st thru November 1st. Those requiring extended service are encouraged to take a year-round plan.

Business Rates

50/50Mbps	\$99.99
100/100Mbps	\$119.99
500/500Mbps	\$199.99

Expected Speeds of Service

Axiom would build a world class fiber system that would bring best-in-class reliability and deliver unrivaled bandwidth to Hampden. Axiom would guarantee that each subscriber would receive their total bandwidth purchased- even in the heaviest usage times. This would not be an "up to" or "best effort" service. If you subscribe to receive 500/500Mbps- you will be able to test that and always receive your bandwidth, day or night, summer, or winter.

The system will be built to deliver symmetrical service to each home, meaning we are offering symmetrical (same speeds uploading and downloading) at no additional cost to the subscriber and each subscriber will be capable of receiving a 1Gig/1Gig (1000/1000Mbps) from day one. The system will include a handful of ports capable of delivering 10/10Gig service (10,000/10,000Mbps), making the system futureproof for many years to come without additional investments needed.

We are including pricing for a Gig tier of service, but from a practical matter, 500/500Mbps delivered through fiber is a level of connectivity that few in the world have had a chance to experience, but there may be a few Hampden residents who want to have the full Gig experience and we can customize rates for different types of service. We will work with you to determine if a different or expanded rate group is needed, or necessary.

Time to Install

Here is a general timeline from when money is received to construct the system.

- Pole licensing and make ready- 6 to 7 months
- Construction- 5-6 months
- Home connections- 3-5 months

Total time once money is secured- 14 months to 18 months for all subscribers to be hooked up and service is operational.

Assistance with Grants

Axiom has vast experience working with communities to identify, apply for and be awarded grants at the local, state, and federal level.

Axiom has been integral in supporting winning grants with USDA, EDA, Northern Border Commission, CARES Act, ConnectMaine planning and infrastructure funds, Island Institute, Microsoft Airband Initiative, and the Maine Community Foundation.

We obviously cannot "promise" success, but we have a very good track record. In our assumptions, we suggest that this project would have a good opportunity to attract \$750,000 in funding. I believe you have all the ingredients to be successful and Axiom will stand side by side and heavily support any applications that would reduce the cost of the build or support ongoing operations, including an Affordability Fund.

Final Thoughts

In summary, Axiom is very much committed to municipally owned broadband and being a strong partner with the community. We are committed to municipally owned networks because we believe networks that are controlled by the community, produces better consumer experiences, and force the contracted ISP to be more responsive to issues. My desire is to bring better connectivity than Bangor, Portland or New York City and help the community own an asset that they can be proud of and give Hampden an investment that will last for generations.

- No increase in taxes
- Strong opportunity for grant funding to reduce the cost
- Competitive pricing for subscribers
- A community minded partner that cares deeply about the communities we serve

If you have any questions or wish to engage Axiom in further discussions, do not hesitate to reach out to me at (207)272-5617 (m) or mark@connectwithaxiom.com



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: June 8, 2021
RE: PEG Channels

In response to Mr. McAvoy's request both at a recent meeting to discuss PEG channels at this workshop, as well as contact he has made with me, I have been doing some research to find out more information. As you know, these are for public, educational or governmental use. We do currently utilize the governmental station, but the other two remain unused.

To begin researching, I contacted CTAM, the Cable TV Association of Maine. I have already been involved with them in the past, as they have been the driving force behind legislation which will require, among other things, the cable industry to fall under the oversight of the PUC which is a benefit to municipalities. CTAM assists and guides member municipalities, for example, with updating their cable franchise agreements. (I located our agreement and discovered that it expired in 2013. It remains in effect until a new one is signed) In order to fully utilize them, I recently joined CTAM, and as a member, Hampden will be able to use information regarding negotiating the franchise fee, use of the model cable TV agreement, as well as assistance with guiding policies regarding PEG stations.

Terri Wright, Chair of CTAM informed me that the Town Council, is the franchise authority and any person wanting to operate the public channel should be an employee of the town, or a non-profit that we contract with. She also told me that originally, several towns in this area worked with the Penobscot Downeast Cable Consortium and hired WBGR, through Eastern Maine Development Corp to manage the channels.

When I reached out to City Manager Cathy Conlow, she confirmed what Terri had told me, and also stated that in 2008, Bangor opted out of the consortium, along with several other municipalities and she believes that Hampden was one of them. She said the reason was budgetary. She said it was very expensive to pay the contractors at EMDC to operate the station and manage the content and the stations really had little play time.

According to Cathy, there were two individuals who wanted to be able to put their videos on Channel 2 and wanted the franchise fees to support the station. Bangor City Council felt that even if there was a way to have them do it, it would mean opening it up to others as well and that it would require staff time to monitor it. Bangor did not want to be content managers which was the benefit of

the consortium. Bangor suggested that these individuals lease directly with Spectrum, if possible, but these two gentlemen did not want to pay to use it.

After getting this information, I contacted Belfast as Cathy said she thought they still ran their own PEG stations which is correct. I spoke with Ned Lightner who is the station manager for them. He confirmed that unless the Town was going to manage it itself, this would require having a non-profit manage it. Part of the reason is content. Mr. Lightner stated that the station would have to be driven by policies and guidelines and be available to all – even those with opposing viewpoints, although they do not allow political infomercials. He referred me to CTAM for guiding policies.

This brings me back to where I started, with informing you about what I have discovered thus far with regard to PEG channels, and our franchise agreement. It will be up to the Council to determine if you want to reinvigorate channel 2, and if so, we will have to look at how that will take place. In the meantime, I will be updating the franchise agreement which will be an undertaking in and of itself.



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: June 8, 2021
RE: Transfer Station

We have discussed the Transfer Station and its configuration off and on for years, and I would like to start a discussion on three components of the Transfer Station and operations: dump trailers, the swap shop, and the hours

The fact that dump trailers are allowed to use the Transfer Station is a bit of a mystery to me. In the Council Order 2019-08 which sets out the decal policy, it states that decals will not be issued to trucks other than pick up trucks with a maximum 8' bed. The intent was to prevent large commercial or contractor operations from dumping when the TS is supposed to be for normal household waste and the occasional demo a resident might face. Unfortunately, the Council Order does not prohibit dump trailers. In my opinion, and in the experiences of staff, dump trailers are a way to circumvent the prohibition on large commercial trucks. We have experienced loaded dump trailers that put unacceptable items in first and cover them up with acceptable demo, and then dump them. By the time the attendants get to the unacceptable items after having a pile of debris dumped, the person has already gone. Dump trailers are more likely to be a part of a commercial operation than not, and I would like to discuss amending the Council Order and TS rules, to prohibit dump trailers.

Now that the covid restrictions have been lifted, we are once again faced with having the swap shop open and why I wanted to discuss it at a workshop. Although the idea of a swap shop is a great idea, and I think it does have a certain amount of value, I believe we need to take an honest and practical look at whether or not to reopen. In our experience, the swap shop is not always used the way it should be. We often get people dropping off broken items, or items that should go in the demo pile when they have come on the wrong week for demo, or else do not want to purchase a decal. We get bags of dirty musty clothes. We do not have enough staff to man it, so it is an easy target for abuse. We also have had people tell us that they take stuff home and sell in their yard sale, or else on line and the same people will come back 5 or 6 times a day to see what's new. That is certainly not what it was intended for, if items were intended on being free to those that need them. There is no real parking for it, and we have received complaints from other residents that get blocked in when they are trying to leave the demo area. This is not a hill I intend to die on, but because we get complaints and comments on both sides of it, I think it bears discussion.

The third item for discussion is the hours for the Transfer Station. Adam, who came to us with 15 years' experience managing a transfer station, suggests that the hours might be tweaked to better serve the users. Wednesday – Friday, the hours are 10:00 – 6:00 p.m. and most mornings there are as many as 7 -12 cars waiting for it to open. In the reverse, however, at the end of the day, there are less users between 4:00 and 6:00, especially in the wintertime. We propose changing the hours to either 9:00 – 5:00, Wednesday – Friday or else, just be consistent with the weekend schedule which is 8:00 – 4:00. This would help to alleviate the congestion in the morning and make better use of time.

Ivan P. McPike (Mayor, A/L)
Stephen L. Wilde (1)
Dennis R. Marble (2)

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
David I. Ryder (4)
Eric Jarvi (A/L)
Shelby Wright (A/L)

Order 2019-08

Adoption: December 16, 2019

ORDER ADOPTING UPDATED TRANSFER STATION DECAL POLICY

ORDERED, that the Town Council hereby approves an updated Transfer Station Decal Issuance Policy, as written below.

TRANSFER STATION DECAL ISSUANCE POLICY

The Hampden Transfer Station is for the use of Hampden residential property owners and residents. No vehicle will be allowed entry to the Transfer Station without a current decal. A grace period may be provided for vehicles with a valid decal from the prior year, which may be allowed entry during the month of January only. As of February 1, all vehicles without a valid decal will not be allowed to utilize the facility and will be turned away at the gate or asked to leave if found within the facility.

Decals may be purchased at the Town Office, during normal business hours at a cost specified in the Town of Hampden Fees Ordinance and by meeting the criteria as follows:

1. The vehicle registration of the vehicle on which the decal will go should be presented at the time of decal issuance.
2. To qualify for a residential decal, applicants must provide proof of current residence in Hampden. Residents who otherwise qualify for a decal but who have company-owned vehicles not registered in Hampden may receive a residential decal pursuant to Section 4 below.
3. Non-resident applicants must own property not used solely for rental purposes. An owner-occupant of property that includes one or more residential rental units will be eligible to purchase a decal. Non-resident property owners with rental units strictly used as income properties, shall not be eligible for a Transfer Station decal.
4. Businesses are not generally eligible to purchase decals or utilize the Transfer Station. Decals will only be issued for vehicles registered to a business, and/or with company name or logo on the vehicle, if the vehicle is owned by an eligible resident of Hampden or serves as the resident's personal vehicle. In this situation, the owner of the vehicle will be required to provide documentation that the company has a current commercial waste disposal contract. The requirement to document a commercial waste disposal contract may be waived for companies that do not generate commercial waste in the normal course of business (i.e. accountants, realtors).
5. Decals will not be issued to trucks other than pickups with a regular pick-up bed of no more than 8 feet.
6. Transfer station decals must be permanently affixed to the inside of the windshield on the lower driver's side of the vehicle for which it was issued. Plate numbers on the decal must match the plate number on the vehicle.

7. Vehicles without a decal or a Temporary Vehicle Pass will not be allowed access to the transfer station. All residents unwilling to leave upon request, may be reported to the Public Works Director and/or Police Department and depending on the severity, could face civil or criminal penalties.
8. Decals are non-refundable. A replacement decal will not be provided unless the original decal (or major portion of the decal) purchased is returned to the Town Office. A refund for Refrigerant Disposal Stickers will not be provided unless the original sticker purchased is returned to the Town Office in saleable condition.
9. A Temporary Vehicle Pass usable only on dates specified on the Pass will be sold to seasonal residents, and non-resident caretakers of local residents, at a cost specified in the Town of Hampden Fees Ordinance. Seasonal residents seeking a Temporary Vehicle Pass will be required to provide documentation of the term of local rental. Non-resident caretakers of local residents will be required to provide documentation of their care responsibilities to the local resident(s) under their care. Upon documentation of seasonal occupancy, a Temporary Vehicle Pass may be issued.
10. A Temporary Vehicle Pass may be issued to a non-Hampden resident living locally only upon documentation that the person is living in Hampden on a temporary basis due to displacement from their primary residence resulting from fire, mold remediation, etc.
11. The holder of a Temporary Vehicle Pass must accompany the vehicle for which the Pass was obtained. Commercial vehicles, contractor vehicles or larger than a full-sized pick-up (8' body) are not eligible for a Temporary Vehicle Pass.
12. Residents without a pick-up may obtain a Temporary Vehicle Pass for specified dates, for a commercial rental vehicle (such as a Home Depot or U-Haul pick-up) as long as the vehicle is a regular pick-up with a bed of no more than 8 feet.

This policy was amended by the Hampden Town Council on 2/17/2009, 10/5/2015, 12/18/2017 and on 12/16/2019. The effective date of the revised policy is December 16, 2019.

Town Clerk:

Paula A. Scott
Paula Scott

ORDERED by a majority of the Town Council:

[Signature]
[Signature]
[Signature]
[Signature]
[Signature]
[Signature]

**TOWN OF HAMPDEN
SOLID WASTE TRANSFER STATION RULES & REGULATIONS
355 Canaan Road, Hampden**

The Town of Hampden has a Solid Waste Transfer Station located at the Public Works Facility on the Canaan Road. This facility is for disposal of Hampden residential trash only, for residents with a valid Demolition/MSW or MSW (Municipal Solid Waste) decal.

- No Commercial Haulers are allowed to utilize the municipal Transfer Station
- No Contractor vehicles allowed (special circumstances may be reviewed on a case by case basis which meet criteria specified in the Transfer Station Decal Issuance Policy)

I. TRANSFER STATION DECALS

A decal permanently affixed to the vehicle is required for access to the facility. Decals are available at the Town Office at a cost specified in the Town of Hampden Fees Ordinance. Separate decals are now issued for municipal solid waste/recycle/brush and demolition disposal. The demolition disposal decal allows full use of the facility including disposal of demolition debris, municipal solid waste, recyclables and brush.

A current vehicle registration and/or proof of residency must be presented annually in order to obtain a decal. Eligibility requirements are specified in the Transfer Station Decal Issuance Policy.

No vehicle will be allowed entry to the Transfer Station without a current decal. Residents are expected to have a valid decal prior to JANUARY 1 to utilize the facility. A grace period may be provided to residents, with a valid decal from the prior year affixed to the proper vehicle, which may be allowed entry during the month of January only. As of February 1, all vehicles without a valid decal will not be allowed to utilize the facility and will be turned away at the gate or asked to leave if found within the facility. All residents unwilling to leave upon request, may be reported to the Public Works Director and/or Police Department and depending on the severity, could face civil or criminal penalties.

Note: A Temporary Vehicle Pass may be available based on eligibility and requirements also specified in the Transfer Station Decal Policy.

HOURS OF OPERATION

MONDAY	CLOSED
TUESDAY	CLOSED
WEDNESDAY	10 AM – 6 PM
THURSDAY	10 AM – 6 PM
FRIDAY	10 AM – 6 PM
SATURDAY	8 AM – 4 PM
SUNDAY	8 AM – 4 PM

CLOSED ALL LEGAL HOLIDAYS

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Veteran's Day
Patriot's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
4 th of July	Christmas Day
Also closed on Easter Sunday	

EARLY CLOSURES

December 24 (close at noon)

December 31 (close at 2 pm)

WEATHER OR POWER RELATED CLOSURES

During severe weather, power outages, etc. the DPW Director may close the Transfer Station on a temporary basis to direct available personnel resources toward weather-related needs. All such temporary closures will be posted to the Town's website and Facebook page with as much prior notice as possible as well as a sign placed on the gate at the transfer station.

II. DISPOSAL SCHEDULE

MUNICIPAL SOLID WASTE

Accepted on any day that the transfer station is open.

SHARPS DISPOSAL

Accepted on any day that the transfer station is open. Please put in a suitable container (medical waste container, laundry detergent bottle, etc) and make sure the cap is properly secured. This may be disposed of as municipal solid waste.

SWAP SHOP ITEMS

Accepted at the 'swap shop' on any day that the transfer station is open, and may be taken from the 'swap shop' on any day that the transfer station is open. There is a **15 minute limit** on time spent at the swap shop to give other residents the opportunity to use the facility.

RECYCLABLES (SINGLE STREAM)

Accepted on any day that the transfer station is open.

CONSTRUCTION & DEMO DEBRIS, METAL, APPLIANCES AND ASPHALT SHINGLES

Accepted on the 2nd and 4th weekend of each month only.

TREE LIMBS, BRANCHES, BRUSH AND ASHES

Accepted on any day that the transfer station is open. Please cut all branches/limbs to a 5' max length. Cold ashes may be brought to the facility and disposed of in the specified receptacle. Hot ashes will **not** be accepted.

ELECTRONIC WASTE, FLUORESCENT LAMPS AND DEVICES WITH MERCURY

Accepted on any day that the transfer station is open.

REFRIGERANT DISPOSAL

There is a \$15 fee for the disposal of any appliance with refrigerant (refrigerators, freezers, air conditioners, etc). A permit sticker for the disposal of such items must be purchased **at the Town Office** prior to disposal, and these items can only be taken to the transfer station on the second and fourth weekends of each month. Permit stickers must be firmly affixed to the item prior to disposal. **Town Office hours are 7:30am to 6:00pm Monday through Thursday.**

III. SINGLE STREAM RECYCLING

The Town of Hampden operates a single stream recycling program at the Transfer Station. There is a separate compactor at the facility in which recyclables are deposited. There is no need to separate these recyclable materials.

Recyclable materials that can be deposited in the Single Stream Compactor include:

Plastics #1 and #2 ONLY (rinse and leave caps on)
Magazines & soft cover books
File folders & office paper
Clean Corrugated cardboard
Paper Cartons & bags
Phone books & catalogs
Pots or Pans

Metal cans
Newspaper and inserts
Mail including envelopes
Paperboard boxes
Shredded paper in clear bags
Paper Plates
Empty aerosol cans

Unacceptable items that cannot be deposited in the Single Stream compactor include:

Recyclables containing food waste	Household trash
Plastics #3 through #7	Batteries
Colored plastic bags	Mirrors
Window glass, bottles or jars	Light bulbs
Facial tissue, paper Towels	Pyrex
Dishes or ceramics	Propane or Helium tanks
Vinyl siding, wood, tarps	Styrofoam
Paint	Boat wrap, rope or chain
Oils	Hazardous material
Needles/ Syringes	Diapers
VCR tapes	CD's/DVD's
Scrap metal	Yard waste
Bubble wrap	Kitty litter

IV. MUNICIPAL SOLID WASTE

Municipal Solid Waste is considered typical household waste. Some items are now considered construction demolition due to processing methods. A generic list may be found in **Section V** below but the general list of typical household items is as follows:

- Plastics #3 through #7
- Glass (not from mirror or window)
- Colored plastic bags
- Dishes, pyrex, ceramics
- Paper towels, facial tissues
- Styrofoam
- Needles/Syringes (must be placed in suitable container like a medical waste container, laundry detergent bottle, etc. with cover/cap properly secured)
- Electrical cords (cut to 3' max length to avoid issues with processing equipment)
- Holiday lighting (cut to 3' max length to avoid issues with processing equipment)
- Curling iron or hair dryer (remove cord and cut to 3' max length to avoid issues with processing equipment)
- Small kitchen appliances-Toasters, blenders, etc. (remove cord and cut to 3' max length to avoid issues with processing equipment)
- CDs/DVDs
- Recyclables containing food waste
- DO NOT throw yard waste (leaves, lawn clippings) in MSW or brush pile. These items may be deposited to the left of the Transfer Station entrance road in the designated area. Please DO NOT leave plastic bags as this will be considered littering.
- Please bring unwanted clothing to a local Good Will, Shelter, Swap Shop or the donation bin located outside of the Swap Shop. Clothing is a problem as it becomes entwined with processing equipment.

V. DEMOLITION AND CONSTRUCTION DEBRIS

Demolition and Construction debris is material that does not fall in the typical household MSW or recyclable material but is still considered 'acceptable' wastes per Section VII below. Below, you will find a generic list of items considered Demolition or Construction Debris:

- Mirrors, window glass
- Window or venetian blinds
- Plastic lawn ornaments or toys
- Tarps and/or sheet plastics

- Garden hose
- Rope or chain
- Sheetrock or asphalt shingles
- Plywood, lumber or pallets
- Bulky items-mattresses, furniture, etc. (should be broken down to extent practicable to aid in disposal processes)

VI. SWAP SHOP

The Swap Shop is meant for gently used (unbroken) items that could realistically be reused by residents. This is not meant for a substitute location for the disposal of demolition or construction debris on non-demo weekends. The following is a generic list of typical items accepted at the swap shop:

- Dishes
- Small furnishings
- Household décor
- Clothing
- Toys

VII. UNACCEPTABLE WASTES

- **AUTOMOTIVE PARTS** including junk vehicles or car parts containing hazardous fluids including batteries, engines, transmissions, etc. These items should be disposed of in a salvage yard. Lawnmowers must have all fluids removed prior to being placed in the metal pile.
- **TIRES**
- **STUMPS**
- **PROPANE TANKS**
- **HAZARDOUS WASTE** This includes, paint thinners, cleaners, poisons, asbestos, chemicals, and petroleum products such as gas, oil, kerosene, and flammable waste. Infectious or biological wastes including dead animals or portions thereof, or other pathological wastes.
- **ROCKS, CONCRETE OR PAVEMENT**
- **LIQUID WASTES OR SLUDGES**
- **HOT LOADS** This includes ashes that have not properly cooled to the touch

VIII. BEFORE YOU GO TO THE TRANSFER STATION DISPOSAL TIPS...

PAINT CANS must be empty and rinsed out with lids removed.

METAL OR PLASTIC BARRELS OR BUCKETS All containers/drums must have at least one end removed and they must be washed out.

LEAVES, GRASS, AND YARD AND GARDEN CLIPPINGS may be deposited in designated area to left of the Transfer Station entrance road. Please DO NOT leave plastic bags as this will be considered littering.

TREE LIMBS AND BRANCHES must not exceed 5' in length.

BULKY ITEMS (mattresses, couches, furniture, etc.) should be broken down to extent practicable to aid in disposal processes. Separate items as MSW, Demo Debris, Metals, etc.

ASHES must be cool to the touch. Hot ashes will not be accepted.

IV. SPECIAL PERMIT REQUIRED

- **FREON CONTAINING ITEMS** including freezers, refrigerators, and air conditioners that contain ozone depleting substances such as Chlorofluorocarbons (CFCs) and Hydro Chlorofluorocarbons (HCFC) with common names such as "Freon" and Refrigerants ("R-12"). These items require a separate permit sticker purchased at the Town Office as noted above in Section II.

QUESTIONS? CALL THE DEPARTMENT OF PUBLIC WORKS AT 862-3337.

HAMPDEN TRANSFER STATION DEMO WEEKEND SCHEDULE 2020-2021

JULY 2020	10-12	CLOSED JULY 4	24-26
AUGUST 2020	14-16		28-30
SEPTEMBER 2020	11-13	CLOSED NOV. 26 & 27	25-27
OCTOBER 2020	9-11	CLOSING AT NOON ON	23-25
NOVEMBER 2020	13-15	24TH CLOSED DEC. 25	28-29
DECEMBER 2020	11-13	CLOSING AT 2 PM ON THE	26-27
		31ST	
		CLOSED JAN. 1, 2021	
JANUARY 2021	8-10		22-24
FEBRUARY 2021	12-14		26-28
MARCH 2021	12-14		26-28
APRIL 2021	9-11	CLOSED EASTER SUNDAY APRIL 4th	23-25
MAY 2021	14-16		28-30
JUNE 2021	11-13		25-27



HAZARDOUS WASTE DISPOSAL

USED MOTOR OIL, OLD GASOLINE, KEROSENE, PAINT THINNERS

MANY LOCAL GARAGES TAKE THESE MATERIALS TO BURN IN THEIR HEATING.

AUTOMOTIVE BATTERIES

RETURN BATTERIES TO STORE WHERE YOU PURCHASED. USUALLY THEY RETURN A CORE CHARGE TO YOU.

INTERIOR/EXTERIOR ARCHITECTURAL PAINTS (LAYTEX, OIL, ALKYD), DECK COATING, FLOOR PAINTS, STAINS, SHELLACS, VARNISH, URETHANE, WATER PROOFING CONCRETE/MASONRY/WOOD SEALERS AND REPELLANTS (NOT TAR OR BITUMEN BASED), METAL COATINGS, RUST PREVENTATIVES, FIELD PAINT

PAINTCARE IS A FREE PROGRAM FOR DISPOSAL AT SPECIFIED SITES LIKE SHERWIN WILLIAMS AND COLOR CONCEPTS IN BANGOR. VISIT PAINTCARE.ORG FOR MORE INFO. AEROSOL PAINTS ARE NOT ACCEPTED.

TELEVISIONS, COMPUTERS, FLOURECENT LAMPS,

THE HAMPDEN TRANSFER STATION CURRENTLY ACCEPTS THESE ITEMS. THE ATTENDANT WILL SHOW YOU WHERE THE ITEMS BELONG.

PESTICIDES

THE BOARD OF PESTICIDE CONTROL (287-2731) TYPICALLY HAS A PROGRAM IN THE FALL (SEPT-OCT) FOR DISPOSAL OF PESTICIDES. PRE-REGISTRATION IS REQUIRED.

ANTI-FREEZE

BANGOR RADIATOR WILL TAKE SMALL QUANTITIES OF CLEAN LOOKING GREEN *AND RED* ANTIFREEZE.

This handout is provided as friendly advice from the Town of Hampden. If you have questions visit us, or call
Department of Public Works at
862-3337



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: June 10, 2021
RE: Policy Direction for the rural district

As we have discussed in prior meetings, the Town's Comprehensive Plan is in need of revision to capture the evolution of Hampden since 2010 and to point us in the direction towards where we want to grow. Recently, I met with the CED Director, the Planner, the DPW Director and the Code Enforcement Officer to talk about beginning this process.

Although originally I was considering outsourcing this rewrite through Eastern Maine Development Corp., now that Clifton is with us, I do not believe that it is necessary as he has written several comprehensive and growth management plans in his career. With his education and experience, along with that of support staff, town officials, and citizen involvement, I believe we will be able to accomplish this in-house.

One area in which I believe we will need some policy direction to start with, however, is the Council's thought process regarding multi-family units in the rural zone, and as an extension of that, especially the objective regarding fire suppression requirements for them. Although the Planning Board passed then Planner Cullen's recommendations at Public Hearing; in September of 2020, the Town Council held a public hearing but did not approve the recommendations in their entirety, excluding the proposed 3.2.1 and 4.7.2 (see attached memorandum) Likewise, on January 19, 2021, the proposed repeal and replacement of the Subdivision Ordinance was voted down by Council at Public Hearing for these and other reasons.

In an effort to give clear guidance to staff as we embark upon the Comprehensive Plan and both ordinances, I am requesting that we start a discussion on the items mentioned above and highlighted below:

Open space requirements

Open space has gotten a bad rap in Hampden in prior years, as some believe that requiring a percentage of land within a proposed subdivision is too strict of a mandate on the developer or property owner. On the flip side, open space within a subdivision is meant to be for the benefit of those that reside there. We cannot say with certainty that open space is never used by those residents. Children play, people walk their dogs; perhaps share in a cooperative garden. Whatever

the purpose for the open space, it would appear that this type of green space would make the property more marketable, thereby benefiting the developer and/or landowner as well as the resident.

Buffer, Multi- Family

Buffer requirements are typically used to protect abutters. They are a technique used to create a neutral boundary between potentially two different types of buildings or properties. A buffer may reduce disturbances between potentially incompatible land uses. It is also used to protect future owners of abutting property in some regards.

Adequate water for fire suppression

This topic has received a lot of attention in the last couple of years and I think it is philosophical in nature as to how we as a town handle this. For the sake of staff, the Planning Board, and future residents in a multi-family unit, we need to define and memorialize *all* of the ways in which water for fire suppression might be regulated for these multi-family dwellings and leave it to the Planning Board to approve an application based upon whichever one works for the proposed development. Former Planner Cullen did capture those various ways within her recommendation, but the amendment still failed. While it is admirable that the Town Council felt that the town bears some responsibility in providing the water if possible, the reality is we cannot assume that dry hydrants are going to be the total answer. We need to incorporate them along with cisterns, fire ponds and sprinklers. Finding water, and landowners willing to grant permission for installation and an easement, has not been exactly easy. By way of illustration, it should be mentioned that although I informed Council that the new one on Dunton Circle would be tested by the fire department next week, the reality is that right now, it is so dry that the pipe is not even touching water. If we attempted to test it, we would be drawing mud and sediment into a very expensive pump unit. Perhaps more concerning is the fact that all the families that are now moving into Lupine Meadows, are doing so with the assumption that there is water for fire suppression at Dunton Circle. If there was a fire at the time of this writing, we would be at a disadvantage for water to fight that fire with.

I have highlighted these topics that were the three proposed amendments to the Zoning Ordinance that did not pass, in an effort to begin the dialogue for direction on how to move forward. I don't expect it to be necessarily worked out in one workshop, however, I do look forward to a thoughtful discussion, and direction from our Planner.